

PERSONAL HISTORY FORM

Precious Metal and Gem and Secondhand Dealers



This form is required to be completed for **ALL** principals, and employees including any person directly engaged or employed in the management or operation of a Precious Metal and Gem or Secondhand Dealer business, including any owners and any shareholders with a 5% or greater interest in the applicant's business. Each applicable individual's Personal History Form must accompany the Precious Metal and Gem and Secondhand Dealer Application.

Business License Section
1333 NW Eastman Parkway
Gresham OR 97030-3813
(503) 618-2370

If the Applicant business is a publicly-traded company and listed on a major stock exchange, only the general manager of the business location applying for a permit and the manager overseeing the Secondhand Dealer or Precious Metal and Gem Dealer operations are required to be listed on the application.

This application should be used in conjunction with the following forms:

- ✓ Oregon State Police Criminal History Report issued within 30 days of the date the application and Personal History Form is submitted
- ✓ Precious Metal and Gem and Secondhand Dealer Permit Application and
- ✓ Business License application

Business Information

Business Name			
Business Location			
Address			
Business Email		Business Phone	
Business Website			

Applicant Information

Full Name				
Other Names Used				
Relationship to Business Entity	<input type="checkbox"/> Owner	<input type="checkbox"/> Partner	<input type="checkbox"/> Employee	<input type="checkbox"/> Manager <input type="checkbox"/> Investor
Oregon Driver's License # / ID		Date of Birth		
Home Address		Home Phone		
		Cell Phone		
Email Address				

Record of Convictions**Have you ever been convicted of one of the following offenses:**

Any felony	<input type="checkbox"/> Yes <input type="checkbox"/> No
Misdemeanor or violation involving bribery	<input type="checkbox"/> Yes <input type="checkbox"/> No
Misdemeanor or violation involving controlled substances	<input type="checkbox"/> Yes <input type="checkbox"/> No
Misdemeanor or violation involving deception, dishonesty, forgery, fraud	<input type="checkbox"/> Yes <input type="checkbox"/> No
Misdemeanor or violation involving any attempt or conspiracy to commit any of these offenses.	<input type="checkbox"/> Yes <input type="checkbox"/> No

I understand that, as a requirement for the applicant business to obtain a Precious Metal and Secondhand Dealer permit, my employer will obtain an Oregon State Police Open Records criminal history report on me. I understand that if my Open Records criminal history report shows that I have a history of any felony or any misdemeanor or violation involving bribery, controlled substances, deception, dishonesty, forgery, fraud, or any attempt or conspiracy to commit any of these offenses, then the application for a Precious Metal and Secondhand Dealer permit will be denied.

BY SIGNING THIS DOCUMENT, I INDICATE THAT I HAVE READ, I UNDERSTAND, AND I AUTHORIZE A CRIMINAL BACKGROUND CHECK TO BE PERFORMED ON ME.

The undersigned hereby states that the statements made in this application are true and correct to the best of his/her knowledge and belief and that this statement is executed with the knowledge that any false statement, misrepresentation, or failure to reveal information requested may be deemed sufficient cause for refusal to issue, for suspension or for revocation of a regulatory permit.

Name/Title

Signature

Date

☐ **OREGON STATE CRIMINAL HISTORY REPORT**

ATTACH THE APPLICABLE OREGON STATE POLICE CRIMINAL HISTORY REPORT TO THIS PERSONAL HISTORY FORM. FAILURE TO ATTACH THE REPORT OR IF ANY REVISIONS OR TAMPERING WITH THE OREGON STATE POLICE CRIMINAL HISTORY REPORT WILL RESULT IN DENIAL OF THE APPLICANT'S PRECIOUS METAL AND SECONDHAND DEALER PERMIT.

CITY USE ONLY

Authorized City Representative Initials: _____ Department: _____ Date: _____

☐ Meets GRC 9.15.050(1)(d)

☐ Fails to meet GRC 9.15.050(1)(d)